

STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE

2016.1571  
Received by  
State Procurement Office  
06/09/2016

TO: Chief Procurement Officer

FROM: Public Safety  
Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.

Additional (20) software licenses and support for records management system for the Sheriff Division. Please see attached previous request and approval for this software that was granted on December 8, 2014.

2. Vendor/Contractor/Service Provider Name:  
IntelliChoice, Inc. dba Eforce Software

3. Amount of Request:  
\$14,900.00

4. Term of contract (shall not exceed 12 months), if applicable:

From: 07/1/16 7/1/2016 du 6/14/2016 To: 06/30/17 6/30/2017 du 6/14/2016

5. Prior SPO-001, Sole Source (SS) No.:  
SS15-032B, SS13-062W

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

PSD issued RFP No. PSD10-LE-12 on December 14, 2009 and awarded contract no 59657 to IntelliChoice, Inc for a Records Management System (RMS). Additional licenses and support can only be purchased through IntelliChoice, Inc.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.

PSD previously evaluated the proposals submitted in response to RFP No. PSD 10-LE-12 and selected the Eforce Software as the system meeting its requirements.

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7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

This software is only available from the vendor who was awarded contract no. 59657 in response to the RFP issued by PSD10-LE-12.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

None, this vendor is the only source of licenses/support for this software.

9. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Marc Yamamoto MSy 6/7/16	PSD-ASO/PC	587-1215	marc.s.yamamoto@hawaii.gov
Shelley Kohashikawa	PSD-ASO/PC	587-3464	shelley.i.kohashikawa@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.*

*I certify that the information provided is to the best of my knowledge, true and correct.*



Department Head Signature

6/7/16

Date

2016.1571

**For Chief Procurement Officer Use Only**

Date Notice Posted: 06/13/2016

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

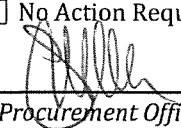
Approval is granted for the period 7/1/2016 to 6/30/2017 and is based on the department's representation that IntelliChoice is the only provider for eForce Public Safety Software. This approval is for the solicitation process only. Pursuant to HRS §103D-310(c) and HAR §3-122-112, the procuring officer shall verify compliance (i.e. vendor is required to provide proof of compliance and may use the Hawaii Compliance Express) for all contracts awarded, and the award is required to be posted on the Awards Reporting System. Copies of the compliance and the award posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Stacey Kauleinamoku at 586-0571, or [stacey.l.kauleinamoku@hawaii.gov](mailto:stacey.l.kauleinamoku@hawaii.gov).

☒ Approved

☐ Disapproved

☐ No Action Required

  
\_\_\_\_\_  
Chief Procurement Officer Signature

6/27/16

\_\_\_\_\_  
Date